



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, March 24, 2014**

Present:

Mayor Blomberg

Trustee Feldman

Trustee McDonough

Trustee McAllister

~~Village Treasurer Curtis~~

Village Manager Burke

~~Finance Director Peterson~~

Community & Economic Development

Director McNellis

Trustee Brandt

~~Trustee Grujanac~~

Trustee Servi

~~Village Clerk Mastandrea~~

Village Attorney Simon

Chief of Police Kinsey

Interim Director of Public Works Woodbury

ROLL CALL

Mayor Blomberg called the meeting to order at 7:18 p.m. and Village Manager Burke called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of March 10, 2014 Committee of the Whole Meeting Minutes.

The minutes of the March 10, 2014 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.2 Finance and Administration

3.21 Consideration and Discussion of a Professional Services Agreement with Inter Dev LLC for Information Technology Services in an Annual Amount not to exceed \$63,034.35. (Village of Lincolnshire)

Village Manager Burke reviewed the memorandum recommending the Village transition IT consulting services to Inter Dev LLC. Village Manager Burke discussed the future potential for an IT Consortium which may consist of a number of

communities and operating in a similar manner to the current GIS Consortium.

Trustee Brandt indicated her support for the proposed project and recommended getting more mobile technology in place for the Village. Trustee Servi asked where the Village would notice a cost savings by working with other municipalities in a cooperative manner. Village Manager Burke said the cost savings would likely not be realized until Phase II when the consortium actually begins to function. Mayor Blomberg asked if the cost would be for a block of time as has been done in the past. Village Manager Burke clarified the cost for Inter Dev LLC is for all IT services and not for a block of time. Mayor Blomberg asked if hardware and software is budgeted separately and Village Manager Burke confirmed these items are budgeted separately. Trustee Servi asked about response times and requested a copy of the service contract. Village Manager Burke noted this would be provided at the next meeting. A brief discussion of the Consortium followed.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.22 Consideration and Discussion of a Professional Services Agreement with Professional Benefit Administrators, Inc. to Administer the Village of Lincolnshire Voluntary Employee Flexible Benefits Plan. (Village of Lincolnshire)

Village Manager Burke explained the recommendation from Staff to contract with PBA to administer the Village's Section 125 Plan. Village Manager Burke noted the program is currently managed in-house and puts Staff in the position of making determinations regarding health expense reimbursements. Transitioning to PBA will increase the benefit to employees by providing employees with a debit card to use at various providers as well as the ability to submit claims online.

Trustee McDonough expressed his support and noted this will help to address HIPPA concerns.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.3 Public Works

3.31 Consideration and Discussion of Purchase of Ford F Series

1-Ton Pickup (Vehicle #245) Under the State of Illinois Joint Purchasing Contract from Bob Ridings Fleet Sales, Taylorville, Illinois in an Amount not to Exceed \$93,883. (Village of Lincolnshire)

Interim Director of Public Works Woodbury reviewed the recommendation of the 1-ton pickup purchase through the state bid purchasing contract.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Consideration and Discussion of Professional Services Contract with Baxter & Woodman Consulting Engineers for Water Main Replacement Design (Riverwoods Road and Fox Trail; Westwood Lane, Middlebury Lane, and Bedford Court) at a Cost not to Exceed \$62,900. (Village of Lincolnshire)

Interim Director of Public Works Woodbury reviewed the Engineering Service Agreement recommendation. Interim Director of Public Works Woodbury noted two water main replacement projects are contemplated with this agreement; one for design, bid and construction observation at Riverwoods Road, to be completed in the current fiscal year. The other project is for design and bid document preparation at Westwood Lane, Middlebury Lane and Bedford Court, to be constructed in fiscal year 2015.

A discussion regarding whether or not it would be a cost benefit to bid both projects together followed. Staff agreed to work with the consulting engineer to determine if bidding both projects together would result in a cost savings and would report this information to the Village Board at the next meeting.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.4 Public Safety

3.41 Consideration and Discussion of a Request to Create a New Liquor License Classification Permitting the Sale of Beer for on Premise Consumption in a Non-Restaurant and Non-Hotel/Motel (The Beer Cellar)

Chief of Police Kinsey summarized a liquor license inquiry

received from Mr. Devang Maniar to open a craft beer store in the Village that would have limited alcohol sales for tasting craft beer available for purchase.

Mr. Maniar explained his business plan for the Board and noted the craft beer market is growing fast, and such a store would be a great addition to the community. Mr. Maniar noted his store would be primarily a retail concept; however, he did want to give customers the ability to sample new beers.

A discussion regarding liquor licensing and similar types of facilities followed.

Village Attorney Simon suggested the Board look at this with regard to what is allowed on premises consumption and what other types of alcohol they might want to include in the liquor license. It was agreed Chief of Police Kinsey would research similar licenses in other communities such as Schaumburg, Glen Ellyn and Chicago to see how similar Uses are treated from a licensing standpoint.

Trustee Brandt asked when the owner would like to open the facility. Mr. Maniar said he is targeting a grand opening in August. The time frame for Zoning and Board approvals was discussed.

It was the consensus of the Board for Chief of Police Kinsey to bring a report back of his findings at a later date.

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

Trustee Brandt reported about ongoing discussions with Stevenson High School regarding a potential pedestrian path along Port Clinton from Route 45. Trustee Brandt noted engineering is expected to be done this year, with construction to begin in the fall of 2015 if all participating entities are in agreement.

5.0 **NEW BUSINESS**

Trustee McDonough suggested the Village Board may want to invite the Stevenson High School varsity boys' basketball team to attend an upcoming meeting to be recognized for their accomplishments. Trustee Brandt suggested they march in the 4th of July parade.

6.0 **EXECUTIVE SESSION**

7.0 ADJOURNMENT

Trustee McDonough moved and Trustee Servi seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Blomberg declared the meeting adjourned at 8:15 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk